



# Noman Yaseen

Umm Salal Ali

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## OBJECTIVE

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To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges. Working in last seven years I have expertise in following departments: 1:FMCG OPSS (Frozen foods, Beverages, Dairy, Fresh Food and Juices, Cheese). 2: FMCG GROCERY (SaltCategory,Sugar Category). 3: FMCG DPH. 4:H&B 5:HOUSE HOLD & ELECTRONICS. I've Done The Following Training Programs During My Employment: 1:Excellence Customer Service Training. 2:Food Safety And Handling Training. 3: First AidAnd Safety Training. Thats all from my side i want to serve myself in your orgnization

## EXPERIENCE

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2014 -  
2021

- **Floor Supervisor ( Grocery, Frozen,Beverages, DPH, Bakery)**

Marina Shopping Mall (Wah Cantt)

- Greet and assist customers.
- Respond to customer inquiries and complaints.
- Direct and supervise employees engaged in sales, taking inventory, reconciling cashreceipts, or in performing services for customers.
- Monitor sales activities to ensure that customers receive satisfactory service and qualitygoods.
- Inventory stock and reorder when necessary.Instruct staff on how to handle difficult or complicated sales.
- Meet financial objectives by preparing an annual budget; scheduling expenditures;analyzing variances and initiating corrective actions.
- Formulate pricing policies and accuracyAttend trade shows to identify new products and services.
- Coach, counsel, recruit, train and discipline employees.
- Approve contracts with vendors·Utilize information technology to record sales figures for data analysis.

March  
2022 -  
Till Date

- **Assistant Supervisor (Dairy & Cheese , Frozen, Beverage)**

Souq Al Baladi

- Overseeing salespeople, cashiers, shelf stockers, and other employees.
- Managing finances and preparing an annual budget.
- Keeping records of expenditure, sales figures, and employee performance.
- Evaluating the supply and availability of stocks,and profit-margins.
- Implementing measures to avoid stock damages, theft, and wastage.
- Monitoring shelfe stocks and product displays, and the general appearance of the store.
- Investigating market trends and offering products that would appeal to customers.

- Addressing customers' requests, comments, and complaints.
- Motivating employees to achieve targets.
- Training new staff members and scheduling shifts.

## EDUCATION

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- 2014-2016 • **Secondary School (10 Grade)**  
F.G Model High School, Wah Cantt.  
Passed
- 2016-2018 • **Higher College Secondary Education (12 Grade)**  
Base College Of Science & Commerce, Wah Cantt.  
Passed
- 2018 • **Computer Course (MS Office)**  
Virtual Institute  
Passed

## SKILLS

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Inventory Management

100%

Communication skills

100%

Product Knowledge

100%

Staff Scheduling

100%

Time Management

100%

Customer Services

100%

Assessing Employee Performance

100%

MS Office & Browsing

100%

Handling Customer Queries & Complains

100%

Leadership & Cash Handling

100%

## PERSONAL DETAILS

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- Date of Birth : 19/09/2000
- Marital Status : Single
- Nationality : Pakistan
- Religion : Islam
- Gender : Male
- Qid : 30058605231